

Chevy Chase Village Board of Managers

92nd Annual Meeting Minutes

April 17, 2006

Board of Managers

George L. Kinter, Chair	Present
Douglas B. Kamerow, Vice Chair	Present
Susie Eig, Secretary	Present
Gail S. Feldman, Treasurer	Present
Betsy Stephens, Assistant Treasurer	Present
David L. Winstead, Board Member	Present
Peter M. Yeo, Board Member	Present

Staff

David R. Podolsky, Legal Counsel	Present
Geoffrey B. Biddle, Village Manager	Present
Roy A. Gordon, Police Chief	Absent
Adventino Dasilva, Police Sergeant	Present
Shana R. Davis-Cook, Manager of Administration	Present
Michael W. Younes, Administrative Assistant	Present

Mr. George L. Kinter, Chair of the Board of Managers of Chevy Chase Village, called the meeting to order at 7:33 p.m.

Mr. Kinter introduced State Senator Richard Stuart Madaleno, Jr., State Delegate Jane E. Lawton and Merle Steiner on behalf of Montgomery County Council member Nancy Floreen.

Senator Madaleno stated that during the previous year, he and his fellow District 18 Delegates Lawton, Gutierrez and Grosfeld had sponsored legislation that successfully passed through the General Assembly that would allow the smaller lower-County municipalities to assume optional building regulation authority in regard to height, size and design. Senator Madaleno noted that this legislation would not have been possible without the assistance of Delegate Lawton who is a long-time resident of the Town of Chevy Chase, and that without her experience and understanding of the issues in the lower region of the County, the bill probably would not have passed. Discussion followed.

Delegate Lawton spoke regarding the proposal by Montgomery County to redirect the Ride-On Bus Route #1 service down Brookville Road through the Village. She stated that County representatives had advised her that the redirection of the bus route to Brookville Road was not their preferred solution, but that a change had to be made because the Ride-On buses were not able to make a safe left-hand turn onto southbound Connecticut Avenue from Leland Street. It was brought to the County's attention that a more extensive problem would be created by allowing more than 52 of the large Ride-On buses to travel along the section of two-lane roadway that does not have sidewalks, and that residents of the Town of Chevy Chase would be inconvenienced because this service route would then be eliminated from Connecticut Avenue.

The County is now working with the State on other alternatives. The Brookville Road scenario has been completely removed as an option. Discussion followed.

Approval of Minutes from the Annual Meeting of April 18, 2005

Ms. Eig submitted the following change:

- Page 17, line 4: there is an extra “s” at the end of the word street.

Mr. Winstead made a motion to approve the minutes from the 91st Annual Meeting held on April 18, 2005, as amended. Ms. Stephens seconded the motion. Mr. Kinter, Dr. Kamerow, Ms. Eig, Ms. Feldman, Ms. Stephens, Mr. Winstead and Mr. Yeo voted in favor of the motion. The motion passed.

State of the Village: Mr. George L. Kinter

Mr. Kinter presented the State of the Village report. Mr. Kinter noted the following:

- Completion of the long-delayed Primrose Street storm drain project in Newlands Park. The newly installed system by-passes the old piping that was in various stages of collapse. This should help to avoid flooding of the park and nearby residences during heavy rains.
- The Brookville Road Working Group was formed by the Board of Managers with the goal of seeking acceptable ways to improve pedestrian safety along Brookville Road. At the Working Group’s recommendation, the Village has commissioned a professional engineering survey of the entire roadway corridor within the Village from Bradley Lane to Western Avenue to help identify areas where a sidewalk/walkway might be installed, as well as problematic areas that might complicate its installation.
- Three new homes were constructed in the Village during the previous year, two west and one east of Connecticut Avenue. This begins an expected period of major home redevelopment projects within the Village, although it is not expected to reach the level seen in neighboring communities.
- The redevelopment of Chevy Chase Center nears completion and is expected to open in early July 2006.
- The Village Manager worked closely with the DC government’s contractor during the now-completed restoration of Western Avenue, east of Chevy Chase Circle. The contractor was cooperative in addressing the Village’s concerns regarding driveway aprons and retaining walls, and even installed an additional section of sidewalk opposite the *Blessed Sacrament Church* that was not originally proposed.
- The Village participated in discussions with neighboring municipalities regarding mansionization concerns. Senator Madaleno played a key role in these efforts by introducing legislation in Annapolis to provide local municipalities with greater authority to address such issues.
- Officer Margot Hawkins-Green retired from the Village Police Department after 13 years of service. Officer Hawkins-Green’s primary responsibility during her time with the department was code enforcement.
- Administrative and Communications personnel assisted with the following during the past year:

- Increased functionality of the Village website including the ability to view the *Crier* and Resident Directory.
- Assisted the Board in researching areas of the Building Code and permitting process that could be modified to be less burdensome to residents.
- Administrative Assistant Michael Younes was instrumental in getting the Village listed in the National Flood Insurance Program enabling purchasers/owners to receive financing/refinancing through *Fannie Mae*, which requires flood insurance prior to securing a loan.
- The Public Works Department, with the assistance of John Huffstetler, installed a brick sidewalk along the south side of West Lenox Street next to the Post Office.

Mr. Kinter thanked Sally Troyer, Marilyn Montgomery, Marie Martin and Jay Treadwell for selecting art and curating the Village's Annual Art Show.

Mr. Kinter noted that Julie Davis of 25 Hesketh Street was moving out of the Village. Mr. Kinter commended Ms. Davis' legal talents and historic memory which she used to guide the Village through numerous zoning issues and hearings including the redevelopment of the Chevy Chase Center and the proposed redevelopment of the 5500 block of Wisconsin Avenue.

Mr. Kinter stated that as he will soon be leaving the Board of Managers, he wanted to take a moment to thank his fellow Board members and all of the Village staff for their patience and help and to all of his friends among the residents for their support over the past ten years during which he sat on the Board. Dr. Kamerow presented Mr. Kinter with a parting gift from the Board of Managers and staff and noted Mr. and Mrs. Kinter's contributions to the community.

Village Manager's Report: Mr. Geoffrey B. Biddle

Mr. Biddle stated his appreciation for the efforts of the Village staff including Manager of Administration Shana Davis-Cook, Police Chief Roy Gordon and Administrative Assistant Michael Younes. Mr. Biddle noted that the fleet of Public Works vehicles had been updated. Contractor John Huffstetler will officially join the Public Works Department as a full-time employee on July 1, 2006.

During the previous three months, the Public Works Department installed an irrigation system in the Buffer Park and a long-awaited stretch of brick sidewalk along the south side of West Lenox Street by the Post Office. Mr. Biddle presented the Director of Public Works, Jerry Lesesne, with personalized bricks for his staff in appreciation of their efforts in these two endeavors. The bricks will be placed along the new West Lenox Street sidewalk.

Legal Counsel's Report: Mr. David R. Podolsky

Mr. Podolsky stated that there was no pending or threatened litigation against the Village.

Police Department Report: Sergeant Adventino Dasilva

Sgt. Dasilva introduced Saul Goodman, Chair of the Public Safety Committee and stated they would combine their reports. Mr. Goodman outlined the varying services provided by the Police Department and Communications Center. Mr. Goodman urged residents to contact the Communications Center for any and all perceived suspicious situations. Mr. Goodman noted that over the coming year the Public Safety Committee would evaluate the appropriate number of

officers for the force, police services contracted to neighboring municipalities and technology advances that would better assist the Department in the protection of the community such as security surveillance systems. He noted that a resident survey would be circulated to residents in late summer/early autumn that would help guide the Committee's development of the Department.

Sgt. Dasilva referred to a crime statistics report that was provided to the audience prior to the meeting. Sgt. Dasilva advised that the Department is accredited through the Commission on Accreditation for Law Enforcement Agencies, Inc. (CALEA). This process provides a constant efficiency review of the Department.

Mr. Goodman stated that the Committee sought two replacement members as Committee members John Howe and Larry Heilman were stepping down from the Committee. Mr. Goodman advised that Police Officer Margot Hawkins-Green was retiring from the Village after 13 years of service.

Budget Overview: Ms. Gail S. Feldman

Ms. Feldman stated that she would present the Budget Committee Report on behalf of absent Chair Samuel A. Lawrence. Copies of the Committee's report were circulated to Board and audience members prior to the meeting. Ms. Feldman paid compliments to Mr. Biddle and Manager of Operations Jackie Parker without whom, Ms. Feldman said, the budget would not have come together. Discussion followed.

Resolution No. 04-01-06: Budget Approval. Mr. Kinter asked for comments from the floor. There were none.

Mr. Winstead made a motion to adopt the proposed budget as drafted and to approve Resolution No. 04-01-06. Ms. Stephens seconded the motion. Mr. Kinter, Dr. Kamerow, Ms. Eig, Ms. Feldman, Ms. Stephens, Mr. Winstead and Mr. Yeo voted in favor of the motion. The motion passed.

Resolution No. 04-02-06: Resolution levying a tax on certain real and personal property under the provisions of Section 6-203 of the Tax-Property Article of the Annotated Code of Maryland, as amended. Mr. Kinter asked for comments from the floor. There were none.

Dr. Kamerow made a motion to adopt the tax rate Resolution No. 04-02-06 as drafted. Mr. Winstead seconded the motion. Mr. Kinter, Dr. Kamerow, Ms. Eig, Ms. Feldman, Ms. Stephens, Mr. Winstead and Mr. Yeo voted in favor of the motion. The motion passed.

Chevy Chase Historical Society (CCHS)

CCHS President Mary Sheehan thanked the Village for its funding support of the renovation of CCHS' headquarters in the basement of the Chevy Chase Library on Connecticut Avenue. Ms. Sheehan thanked the Board for its recent contribution toward the production of a historical DVD documentary. She thanked the Board for allowing CCHS to meet throughout the year in the Village Hall. Ms. Sheehan talked about the CCHS' activities and goals for the upcoming year, which will be its 25-year anniversary. Discussion followed.

Committee Reports

Audit Committee: Committee Chair Carol L. McGarry stated that the fiscal year that ended June 30, 2005 received a clean audit report from auditor Timothy Kimmitt, CPA of *Clifton Gunderson, LLP*. Ms. McGarry noted staff efforts which she credited with allowing for a smooth audit. Ms. McGarry advised that requests for bids would be going out for audit services for the FY2006 audit.

Building Facilities Commission: Commission Chair Mary Anne Tuohey noted the various ongoing activities and the various types of single-use rentals held in the Village Hall during the previous year. She thanked the curators of the annual spring Art Show—Marie Martin, Marilyn Montgomery, Jay Treadwell and Sally Troyer. Ms. Tuohey noted upcoming events scheduled in the Village Hall. Ms. Tuohey thanked the members of the Garden Club of Chevy Chase who decorated the Hall for both the Annual Meeting and the winter Holiday Party.

Ms. Tuohey explained that the offices on the south end of the building were not addressed during the renovation four years ago due to budget constraints and questions regarding the best use for the space. The Board and Commission have decided that the space should be used as a small conference room. The interior demolition phase of the renovation has begun, which will not affect the exterior footprint of the building, staff operations or use of the other rooms.

Ms. Tuohey advised that a single-page rental regulation and rate synopsis sheet was drafted by the Commission along with the assistance of staff liaison Doris Lyerly, copies of which were provided to the audience prior to the meeting and are available in the Village office. Ms. Tuohey expressed thanks to the entire Village staff and Mr. Biddle for their continuing efforts in connection with the use of the Hall. She welcomed and expressed a need for volunteers to assist with events held in the Hall. Ms. Tuohey concluded by stating that the Hall continues to be used for the education and enjoyment of Village residents.

Committee on Children, Youth and Families: Co-Chairs Amy Cooper and Karen Spangler presented a joint report on the activities of their Committee during the previous year, including a babysitting course, game night, movie nights and Parents' Nights Out. Ms. Cooper stated that their goal over their first year was to ascertain the needs and desires of the residents. Ms. Cooper advised that a questionnaire was circulated in the September 2005 issue of the *Crier* and that the Committee continues to be responsive to the comments received through the questionnaire. Ms. Cooper stated that the Committee continues to seek parent volunteers/chaperones. Ms. Cooper noted that one of the activities proposed for the coming year was "A Day in the Park" days that would be held at the Oliver Street Park during the spring. Ms. Cooper concluded by saying that the Committee's continued goal is to build a sense of community among the children of the Village.

Ethics Committee: Chair Reid Thompson acknowledged parting Committee member, Julie Davis. Mr. Thompson noted several unethical practices in other governments and private corporations described in recent news stories and stated that the Village is not currently dealing with any ethical violations.

Historic Preservation Commission Local Advisory Panel (LAP): Gail Feldman presented the Committee's report on behalf of absent Chair Thomas K. Bourke. She acknowledged the efforts of Mr. Bourke and the other members of the Committee. Ms. Feldman noted that the Historic Preservation Commission continues to review exterior alteration projects proposed by Village residents, the volume of which has declined during the previous year. In general the LAP's role is to assist residents through the Historic Area Work Permit (HAWP) application process. She stated that the LAP's hope is that the oversight by HPC has not been overly burdensome, but has protected the essential attributes of the Village.

Investment Committee: Committee Chair Gail S. Feldman stated that the mission of the Committee is to oversee the implementation of the Village's investment program and to ensure that it stays consistent with the Investment Policy approved by the Board of Managers. She noted that the Committee reviewed the investment portfolio and related procedures and no major policy or procedural issues were identified. Limited facets of investment operations were discussed and minor revisions may be proposed at future meetings. The level of investment assets was higher primarily due to strong income tax receipts this year, which also provided a modest increase in reserves. Ms. Feldman acknowledged Mr. Biddle's efforts adhering to the Village's Investment Policy.

Parks Committee: Committee Chair Alice Kinter thanked Messrs. Biddle, Lesesne and Younes, John Huffstetler and the Public Works staff for bringing several desired projects to fruition including: fencing to enclose the Brookville Road Park, which will keep children and pets from straying into the roadway; placement of new benches in the Brookville Road Park; restoring Newlands Park following the County's storm drain project, minus the installation of plantings and mature trees which will be installed and replaced after the installation of a new sidewalk along Connecticut Avenue; installing an irrigation system, plantings and rain garden in the Buffer thanks to a grant awarded to the Village from Montgomery County; installing a brick sidewalk along West Lenox Street next to the Post Office from plans drafted 10 years ago, but routinely delayed due to outside labor costs; maintaining the rain garden in Laurel Park which continues to thrive and will undergo weeding and mulching by local Eagle Scout members in the coming weeks; purchasing and installing new trash cans throughout the neighborhood complementing the existing *Dogipot* bag dispensers; and ordering and installing a new bench and trash can/box for the Village Hall's covered porch along with two benches for the Oliver Street Park thanks to a donation from Jonathan Halperin of 5609 Belmont Avenue. The Parks Committee was expanded in size so that it can provide increased care to the Village's seven parks and the area around the Village Hall.

Personnel Commission: Commission Chair Charles W. Sherman, Jr. stated that the Commission makes recommendations to the Board and Village Manager to promote the efficiency and effectiveness of the Village civil service and serves as an appeal Board if an employee has an employment-related complaint. Mr. Sherman explained that during the past year most of the Commission's work focused on the budgetary process in regard to reviewing staffing changes and compensation matters. The cost-of-living adjustment (COLA) calculation was revised, a whistleblower protection policy was added to the employee manual and a "Special Employee" category was added to the Personnel Code for those employees hired on a temporary or seasonal basis. Special Employee John Huffstetler was approved as a full-time Public Works employee.

Public Safety Committee: Committee Chair Saul B. Goodman spoke earlier on behalf of the Committee as part of the Police Department report.

Public Works Committee: Committee Chair George L. Kinter stated that the Committee serves as extra eyes and ears for the Public Works Department by recording problems throughout the community such as pot holes, broken fences, curbs and sidewalks, etc., and works with Messrs. Biddle and Lesesne in evaluating the Department's future equipment and staff needs. It also serves as an advocate for these needs at meetings of the Budget Committee. Mr. Biddle worked to upgrade the skills and responsibilities of the Department's staff. In response to this endeavor, the Public Works staff installed roll humps and pedestrian crossings along Oliver Street and a brick sidewalk along West Lenox Street. The Department will be charged with future sidewalk/walkway projects along Connecticut Avenue and Brookville Road, both of which will increase pedestrian safety along these roadways. Mr. Kinter announced that Robert Wilson of 7 Oxford Street would replace him as Chair of the Committee.

Tree Committee: Committee Chair Robert H. Elliott stated that the tree planting list is still coming together and that last year's plantings are thriving despite the lack of rain.

Nominating Committee Report: Committee Chair Burton L. Schorr stated that a total of four residents, incumbents Susie Eig and Betsy Stephens and candidates Robert Jones and Larry Heilman, had stated their intentions to run for the three available seats on the Board. There were no nominations from the floor. Mr. Kinter noted that Mr. Jones was not in attendance. Mr. Heilman, Ms. Stephens and Ms. Eig addressed the crowd and made oral presentations regarding their candidacy. Ms. Stephens asked Legal Counsel if it was too late to implement changes to the election procedures prior to the election to make it more efficient. Mr. Podolsky responded that it was too late to implement changes for this year's election, but that changes could be made over the coming year in anticipation of an election in 2007. Mr. Kinter announced that a contested election would be held on Saturday, May 6, 2006.

Old Business

None.

New Business

None.

Ms. Stephens made a motion to adjourn the meeting. Mr. Winstead seconded the motion. Mr. Kinter, Dr. Kamerow, Ms. Eig, Ms. Feldman, Ms. Stephens, Mr. Winstead and Mr. Yeo voted in favor of the motion. The meeting adjourned at 9:24 p.m.

Susie Eig, Secretary, Chevy Chase Village Board of Managers

Final.